

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES
November 12, 2015

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 p.m. at in the Multi-Purpose Room located at 201 W. Gray Street on the 12th day of November, 2015, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT:	Members Keith Allen, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and David Wilson
ABSENT:	Members Joan Goth and Eddie Sims
COMMITTEE LIAISONS:	Robert Wasoski, FOP (absent) Ryan Carter, OU (absent) IAFF (position vacant)
STAFF PRESENT:	Suzanne Krohmer, Budget Manager Jim Bailey, Deputy Fire Chief Chief Humphrey, NPD Major JD Younger, NPD Capt. Todd Gibson, NPD Sgt. John Stege, NPD Brenda Hall, City Clerk
OTHERS PRESENT:	Mayor Rosenthal Casey Holcomb, citizen Student group from OU

Member Wilson, acting Chair, called the meeting to order. New member, Linda Price, was introduced. A student group from OU was present and recognized.

Item 2, being:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF OCTOBER 8, 2015.

Member Scanlon made a motion to approve the Citizens Public Safety Oversight Committee minutes of the October 8, 2015 meeting, which motion was duly seconded by Member Greenleaf;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of October 8, 2015, a vote was taken with the following result:

YEAS:	Members Keith Allen, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and David Wilson
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NAYES:

None

Chair Wilson declared the motion carried and the Citizens Public Safety Oversight Committee minutes of October 8, 2015, are approved.

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ITEM 3, being:

MONTHLY UPDATES

Finance Report

Suzanne Krohmer presented the Monthly Detailed Finance Report. She addressed the negative accounting adjustments in Police and Fire. The services were performed in fiscal year 2015 and incorrectly accounted for in fiscal year 2016, so this is a previous year encumbrance adjustment. Both of those were related to the New World agreement.

Member Greenleaf asked about capital equipment in the amount of \$507,765 is that now paid off? Krohmer said that is part of the CAD and RMS software and that is not completely paid for yet. The \$507,765 is a current encumbrance that is remaining. He asked about the 100% used column on the expenditure report. Krohmer explained that this was a previous year carry over encumbrance that appears in the adjusted column. The original budget is zero, so that is what is throwing that percentage off.

Fire Department

Deputy Chief Bailey made presentation. A crew of 12 firefighters returned from Rescue Boat Training held in Austin, Texas. They still have to go to Swift Water Training which will be held in Tennessee. We will probably wait until next fiscal year. If we are not the top trained in the state, Norman Fire Department personnel are one of the top. I don't know of anybody that has both of those.

Member Greenleaf asked if any surprises popped up. Bailey said no, there was some damage to a prop when they ran over a rock in the river but the boat is still workable.

Member Allen asked who paid for the training. Bailey said LEPC (Local Emergency Planning Committee, a county agency) provides training budget. City paid for training and we will be reimbursed by them.

The new aerial apparatus will probably be delivered in November of next year due to some delays.

We attended a weekly meeting at OU in reference to the upcoming game. They had a team of retired Navy Seals paratroopers who were parachuting onto the field.

Member Wilson thanked Bailey for tour of the fire station at the last meeting.

Police Report

Capt. Gibson made presentation. Community policing efforts, we completed Red Ribbon Week in Norman with multiple activities and worked with Robin Hill and Little Axe schools.

The SRO program is underway and communication at current events went smoothly. Norman PD has a great relationship with Norman Public Schools which makes it better. Monthly Coffee with a Cop was held at Denver Corner with a good response. We are looking into expanding the program to the weekends. For Halloween, extra bike patrols were out for relationship building and community service to interact with citizens.

The Citizens Police Academy was held recently and about 21 people will be graduating from the program in a couple of weeks.

The Community policing office just finished up a week long program at Irving Middle School on anti-bullying.

Chief Humphrey said the crime-free-multi-housing program has our second location completed and they are now certified at the Vicksburg Village complex and at Brandywine complex off East Lindsey. There are sixteen more complexes to go. We are seeing a lot of resident participation in the complex and neighborhoods.

Member Wilson said Community Policing Program is starting to pay off as evidenced by citizens supporting Police Department with signs. Chief came back from Chief Conference, he facilitated a class on DDACTS and our City was highlighted.

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ITEM 4, being:

PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger made presentation. We have a scheduled consultant meeting next week to do the initial review. The target date for solicitation of bids is the first quarter of 2016. Member Greenleaf asked if anything had popped up. Major Younger no, the consultant firmed up technical challenges and needs. The consultant is looking at other partners for possible economies of scale opportunities.

Member Greenleaf asked if there had been any talk about “rebanding”. Major Younger said no, this was completed when spectrum in the 700 range was adopted. We will use frequencies used for public safety. It’s all settled now. Member Greenleaf asked if we were looking at 700 band frequency. Major Younger said it’s possible. 800 and 700 frequencies exist; I anticipate ours will be dual mode to be able to interact with our other partners.

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ITEM 5, being:

COMMUNICATIONS STAFFING

Chief Humphrey said we are in the hiring process to add 2 call takers. City Manager agreed to reclass 2 positions. We had 3 part-time positions and we got approval to make two of those full-time call taker positions. Member Scanlon asked how long does it take to train them. Major Younger said approximately 6 months, 8 weeks of instruction. Within 3 to 6 months they should be complete with training. Several years ago, the City implemented the call taker position. We did not have a positive experience with part-time positions. Changing these to full-time will give us a more sustainable structure, these people will mainly answer calls. With PSST II Funds, in FYE 17 we will hire two more communication officers and in FYE 18 we will hire two more communication officers.

Member Allen asked about how many call takers are there now or dispatchers on any given shift. Major Younger said there are 20 total personnel consisting of 4 supervisors and 16 communication officers in 3 work shifts. Three minimum, 2 positions depend on time of shift.

Member Allen said walk me thru the process when I call 911, at what point in time does it go to dispatch? Major Younger said the call taker is in dispatch, same room, phones and equipment. The initial call taker immediately bills your call and then call is shipped to a communication officer to dispatch services.

Member Scanlon asked if it would be possible to tour the communications center. Chief Humphrey said yes. Member Allen asked where does the break down occur between communications staff and officers? Where do the communication problems occur? How does information get to the officer? Major Younger said, at a minimum, officer gets information from 2nd or 4th person and sometimes 5th person. That is a big source of the communication gap. And sometimes the officer is not given all of the information. Capt. Gibson said communication problems occur with new officers versus experienced officers. Chief Humphrey says we want to give out as much information as possible. We try to maintain balance and don't want to tie up the radio either. Communication officers require lots of multi-tasking and not everyone can do that. There's a big turnover in those jobs. Member Allen asked if we have the physical space for the two call takers. Chief Humphrey said yes, we have physical space for two call takers, but not for four or five more. That's why we need new Emergency Operations Center.

Member Leal asked if any current part-time call takers were applying for the full-time positions. Chief Humphrey no, all 3 part-time positions were vacant. People want more benefits for the job and work full-time. Member Wilson wanted to know who fills in when there's a flu epidemic or absences. Chief Humphrey says it takes a lot of overtime and creative scheduling. The staff is sometimes the line between life and death. Some of them will come in sick, some will change their vacations. Supervisors will fill in, our Communication Manager also fills in. Member Greenleaf asked if when we changed to New World System, does the new software allow to cut down on personnel to offset some of the other personnel. Major Younger said there are efficiency improvements. The new program started July 14th but will not be fully implemented until July of 2016. Program is not fully functional yet. Efficiencies identified, but the end result is not less personnel.

Member Greenleaf asked would software allow a revamping or less personnel to do the same job. Major Younger said no. What about information taken from call and priority of issues. Major Younger said same information typed in text field. Sometimes they get audible information before typed information. There's congestion because there will be 30 – 40 officers on one radio channel

which is an issue. Member Allen asked if this will be fixed with the new radio system. Chief Humphrey said they try to limit radio traffic, try to push the officers to use phones and computers so they don't have to go through dispatch. Chief Humphrey said the answer is no, we are trying to get more than one radio channel. Major Younger said we have more than one channel, but there are a number of dispatchers involved, too. Chief Humphrey said we can't continue to work on one frequency/channel.

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ITEM 6, being:

UPDATE ON MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF NORMAN AND NORMAN PUBLIC SCHOOL DISTRICT FOR THE SCHOOL RESOURCES OFFICER PROGRAM

Chief Humphrey said a meeting with Norman Public Schools was held approximately 2 weeks ago with our Legal Department, City Manager and me to talk about the MOU. We are making progress. You all have already seen a draft copy of it. We hope to have the final draft in the next 60 days and we don't foresee any problems. Member Greenleaf asked if funding between the department and the schools is going to be equitable. Chief Humphrey said it will be fair, we don't have the percentage but it will be what we expected. Superintendent Siano knows contributions are going to have to grow as long program is in place.

Member Wilson asked if they know which officers will be in the program. Chief Humphrey said application process is underway. Lt. Chad Vincent is the supervisor of the program and he will discuss the program to all other officers. We are building the program to meet the needs of Norman, more proactive program than reactive. Member Wilson said Chad came to our school, Jackson and was very helpful and skilled.

Chief Humphrey said Major Foster and Lt. Vincent have done a great job in timeline and relationship with Norman Public Schools. Anyone who has a concern can talk to Lt. Vincent. This is a strategic plan to make this partnership work.

Member Allen asked about the timeline for the SRO program. Do we need to expedite the middle school officers before the high school? Chief Humphrey said that is up to Council. This first year we were going to have one supervisor and five officers. We will have one at each high school and one in almost each middle school. It's a pyramid scheduling process; we can't put officers in each middle school this first year. We will have a roving process at first.

Member Scanlon says we are already working with problem kids in middle schools thru the juvenile program. Chief Humphrey said Lt. Hawkins will talk about juvenile program next month. We are just going to have to do what we can do. Member Allen said we talk about buying boats and ladder trucks, but we don't address middle school issue, we need to expedite and make suggestions. Maybe we can make a suggestion. Vice-Principals are saying middle schools are getting rougher all the time. Chief Humphrey said can we put officers in middle schools as needs arise, absolutely. We won't be able to fully implement SRO program until 2nd year.

Member McIlvoy said the crime-free apartment program will affect this too. Chief Humphrey said the Juvenile Intervention program is trying to work with the parent and kid to solve the problem. He

wants Lt. Hawkins to explain the program better next month. We're going to do everything we can do. He also said there's only 4 SRO's school-wide currently. So we are going to have more than that this first year. Member Allen said we really want to see this expedited. Recently, two different incidents were stopped with the help of SRO's, they were able to stop problems. Chief Humphrey said we can put off-duty officers in schools, if needed. This is being discussed. I've said before, every city is one incident away from being on CNN. It's a valid point. We will have to continue to work on the process to make sure we are in the right place at the right time. Member Allen said we just need more man power.

Member Leal asked what would have to be done to expedite officers to middle schools. Chief Humphrey says you would have to ask Council. In FYE 16, there will be one lieutenant and 5 officers. In the academy we have now, we will back-fill 5 officers with five of the guys in the academy. It's all about budgeting and staffing. It's not as easy as pulling guys off the streets. You have to have bodies to replace those. Member Greenleaf said let it run and see where changes need to be made. Citizen Casey Holcomb asked question to Member Allen about middle schools being under siege, could you explain a little bit about your sources. I haven't seen anything in the papers about this. Member Allen said they are dealing with a lot of kids that are in need of programs like Lt. Hawkins is heading up, because their parents don't care about them. Students in middle schools have more freedom so we have more disciplinary problems. An on duty officer that is always around seems to calm everyone down. He asked Casey Holcomb if they could discuss this is private. Member McIlvoy said if you go into any middle school for a week, you will see problems. Member Greenleaf said middle school is changing every year. Member Wilson said we'll talk about this later after we continue our business.

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ITEM 7, being

UPDATE ON POLICE DEPARTMENT VIDEO CAMERA SYSTEM AND USE POLICIES AND HOUSE BILL 1037

Chief Humphrey said we are still looking for a vendor as first vendor was acquired by Taser. We are not comfortable with Taser product. It's in our best interest to go through another RFP process and select another vendor. We will look at other products. We are not going to use a product we are not comfortable with. Member Greenleaf said we heard the vendor that filed Chapter 11 bankruptcy was going to fulfill current order, but haven't (MediaSolve and RCC). Chief Humphrey said MediaSolv was acquired by Taser. They were going to fulfill but we couldn't get an answer to who was going to service product. Does Wolfcom or Taser take care of warranty service and we did not like Taser's first generation product we tested initially. Member Greenleaf said to keep discussion on agenda. Chief Humphrey said ball is moving. Acquisitions are sticky.

Member Scanlon asked if there were issues with protocols on the use of these things. Chief Humphrey said no, policy is in place and we are going to do beta testing for twenty cameras at first and to determine storage needs. He said Lexipol is one of the best things we've done. We will be ready to roll as soon as we get the product.

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ITEM 8, being:

UBER & LYFT SERVICES DISCUSSION

Major Younger said Uber and Lyft are regulated by the state, not regulated locally and are prohibited to regulate locally due to their business structure. Brenda Hall said their business platform is different than a traditional cab service company. City has put issue on hold until they know what State of Oklahoma was going to do (HB 1614). They have one license for the state and will be regulated by the Corporation Commission. They still have to have a license to operate and insurance, just not regulated locally. She explained how app worked. They cannot have cash transactions. They will have to have same insurance requirements as taxi companies.

Member Scanlon asked if the police department has had any problems with the services. Major Younger said he had not. Member Wilson said he was concerned about safety of drivers. Traditional cabs have protective banners, and these others don't. It is legal in our community and City does not regulate.

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ITEM 9 being:

ESTABLISH MEETING CALENDAR FOR 2016 AND CHAIR RE-APPOINTMENT

Member Greenleaf moved that the Citizens Public Safety Oversight Committee appoint Eddie Sims as Chair for 2016, which motion was duly seconded by Member Leal;

and the question being to adjourn the Citizens Public Safety Oversight Committee appoint Eddie Sims as Chair for 2016, a vote was taken with the following results;

YEAS:	Members Keith Allen, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and David Wilson
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NAYES:	None
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Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee appoint Eddie Sims as Chair for 2016. Also keep meeting dates and time as presented to the Committee.

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ITEM 10 being:

ESTABLISH AGENDA TOPICS FOR THE NEXT DECEMBER 10TH MEETING

Consensus of the Committee to have the following items discussed:

- Update on Radio Consultants and radio system
- Update on MOU between City of Norman and Norman Public Schools
- Update on police video camera system
- Juvenile Intervention program

Member Greenleaf asked when the committee could have a tour of the communication center. It was decided they would tour at the December meeting.

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ITEM 11 being:

MISCELLANEOUS COMMENTS

A student asked what the Committee member's main reason for participating was. Member Wilson told them how and when the Public Safety Sales Tax Committee was established and they monitor uses of PSST Funds. Member Greenleaf said he was a former officer/paramedic and his son is an officer now. Wants to make sure all officers get everything they need to do their job for our community. Member Wilson said the idea of Community Policing intrigued him to get involved. Member Scanlon said he was in the Citizen Police Academy, he's interested in public safety and has witnessed dedication of staff and is very impressed. Member Price said she's retired from the City and was the project manager for the new investigations center, and understands the importance of budgeting and making recommendations, and very important to stay involved in community. Chief Humphrey said citizens don't like to have taxes increased. We want to meet or exceed expectations and have a good working relationship between community and staff.

One student asked about political party affiliations of committee members. Member Scanlon said politics doesn't have anything to do with it. He was honored to be asked to be on committee. Member Leal said every citizen's committee is all non-partisan. The application you fill out for the committee does not have a place or question for party affiliation. Member Price said all it asks for is the ward in which you reside. Member Greenleaf added for fiscal responsibility.

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ITEM 12, being

ADJOURNMENT

Member Price moved that the Citizens Public Safety Oversight Committee meeting adjourn, which motion was duly seconded by Member Greenleaf;

and the question being to adjourn the Citizens Public Safety Oversight Committee meeting, a vote was taken with the following results;

YEAS:	Members Keith Allen, Lea Greenleaf, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, and David Wilson
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NAYES:	None
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Acting Chair Wilson declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 5:21 pm.